

HARLOW COLLEGE FURTHER EDUCATION CORPORATION

RESOURCES COMMITTEE

Minutes of the meeting held on Tuesday 01 May 2012

Membership: E Johnson
*M Coleman
M Denny
*C Hindmarch
*M Jackson
B Spencer
*P Taylor (Chair)

** Denotes Present*

In attendance: R Allanach, Deputy Principal, Finance
S Young, Deputy Principal
N Spenceley, Deputy Principal
D Sheridan, Clerk to the Corporation
R Lucas, Deputy Clerk to the Corporation

442 Apologies for absence

The Resources Committee received and accepted apologies from E Johnson, M Denny and B Spencer.

443 Declarations of interest

There were no declarations of interest.

444 Minutes of the previous meeting

The minutes of the meeting held on 28 February 2012 were approved as a correct record.

445 Matters arising from the minutes (not mentioned elsewhere on the agenda)

There were no matters arising.

446 Management Accounts for the period 1 August 2011 - 31 March 2012

The Resources Committee received and considered the report of Richard Allanach, Deputy Principal.

The management accounts indicate that the college is currently solvent and is forecast to be so for the rest of the academic year. Up to 31 March 2012, a greater surplus has been made than originally forecast and it is anticipated that there will be higher cash holdings at the end of the year.

The Committee's attention was drawn to the three risks outlined in the paper, two of which are large negative threats and one is a positive opportunity for the College.

The College has been allocated an additional £1.1m and although there are talks in the media of further funding cuts, there will be no impact on this allocation.

The Department for Education has not announced the funding mechanism for 16 – 18 learners for 2013 / 14 onwards, therefore it is difficult to predict what resources will be available to the College from 1 August 2013.

There are challenges on some of the income lines, particularly with apprenticeships. A time-serving notion has been introduced, for example electrical apprenticeships will have to last for 42 months. In order to achieve these income lines, strong delivery strategies are being worked on.

Salary costs were discussed. The chart shows monthly staff costs above budget, however it is predicted that they will come in within budget at the end of the year due to the strong performance at the start of the year.

The paper was noted by the Committee.

447 Future Funding 2012 - 2013

The Resources Committee received and considered the report of Richard Allanach, Deputy Principal.

The allocations that the College are due to receive are a lot better than the estimates reported at the last Resources Committee in February. The YPLA funding allocation has increased significantly for the reasons given in the paper, however the College will have to work harder for the SFA funding. Some partners are looking to reduce their allocations and there is therefore a need to look for new delivery partners. A common problem is not finding young people that suit them.

The question was raised as to whether the pupil premium had to be used in any particular manner and although this is not the case, the College could that it did if it had to.

A discussion was held around the possible requirement of FE colleges having to ensure all students achieve grade C or above in GCSE maths and English or equivalent. It is not yet known when this could be introduced, however the College is currently working on putting a plan in place for this.

The paper was noted by the Committee.

448 Key Financial Performance Indicators

The Resources Committee received and considered the report of Richard Allanach, Deputy Principal.

Data has been looked at across time and geographical area. The data shows that other local providers have higher surpluses with lower success rates than Harlow College.

The Committee's attention was brought to the high staff costs to reported turnover ratio that the College has, compared to other colleges. The Principal reported that this is due to the College paying above the national average in wages.

The Committee noted the report.

449 Local Government Pension Scheme

The Resources Committee received and considered the report presented by Colin Hindmarch, Principal. Governors noted the only change to the policy is the maximum weekly redundancy pay as indicated on the first page on the report.

The Committee approved the policy.

450 Tuition Fee Policy 2012 - 2013

The Resources Committee received and considered the report presented by Richard Allanach, Deputy Principal.

A discussion was held around the policy, particularly with regard to charging for PCDL.

The Committee agreed the policy.

451 Recruitment of Learners 2011 – 2012 and 2012 - 2013

The Resources Committee received and considered the report of Sue Young, Deputy Principal.

The 16 – 18 apprenticeships continue to be a challenge and current performance is falling approximately £76k short of the reduced contract value. This equates to approximately 70 – 80 starts at this time of the year. The focus and energy of staff is being directed at delivering outcomes for the additional £1.1m SFA Single Adult Budget allocation that has been secured and there is not the time to pursue both elements.

Programmes for the unemployed are being focused on. The College has a strong strategy for apprenticeships, however the future looks better for the unemployed programmes, therefore the strategy and focus needs to switch. Learners are being attracted to these programmes via JobCentre Plus offices across the region. A core, dedicated team has been established which is flexible and responsive to respond to where the best opportunities lie.

A discussion was held around Appendix 2 and the number of applications from students at local secondary schools. Applications are still being received and a big drop in the numbers is not anticipated. The critical factor is how many take up places at the College compared to the number of applications.

The 2010 / 2011 success rates are due to be published in June and if the College achieves the position it is anticipating, a marketing and publicity campaign will be launched. This will hopefully have a positive impact on the number of students coming to Harlow College.

The Committee noted the paper.

452 Any other business

The Committee thanked Richard Allanach for his hard work and detailed reports and

wished him the best of luck for the future.

453 Dates of future meetings

Summer Term 2012	Tuesday 26 June 2012	8.30am
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